December 6, 1971

Mr. Howard K. Kothe
Watson Leavenworth Kelton and Taggart
100 Park Avenue
New York, New York 10017

Re: Patent Application Review

Dear Howard:

As you know we are now holding a quarterly patent review to determine the status of our patent applications. Since many applications have been delayed for various reasons, it is hoped that this review will enable us to determine the status of each application and perhaps expedite any necessary action in order to insure early patent filing. To supplement this policy, we believe that all patent disclosures which are forwarded to you should have some action taken on them within a period of four to six months after they are received by your firm. Consequently, in the future, we hope you will be able to provide us with a draft application on all of our patent disclosures within this four to six month time period. In conjunction with this policy, it is our aim to try to file all patent applications within a one year period from the date the Philip Morris patent group receives its initial disclosure from the laboratory. We realize that there can be exceptions in some cases; however, if we can meet this criteria for most of our cases, we should be in fairly good shape.

In accordance with this above procedure, we have noted there are a few patent disclosures on which we believe future action should be soon forthcoming; they are listed by PM numbers: PM 551, PM 566, PM 571, PM 574 and PM 584.

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Please check on the status of these applications and let us know when we might expect a draft for each of these disclosures.

Very truly yours,

William B. Cridlin, Jr.
Senior Patent Officer

WBC:d
CC: Dr. H. R. Wakeham
Dr. P. A. Eichorn

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